

STATE OF OKLAHOMA
MILITARY DEPARTMENT
3501 MILITARY CIRCLE
OKLAHOMA CITY, OKLAHOMA 73111-4398
405-425-8000 DSN 940-3210

OKHRO-AGR

4 February 2000

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Active Guard Reserve (AGR) Enlisted Career Management Program

1. References:
 - a. Chapter 3, NGR 600-5, 20 February 1990
 - b. Chapter 11, NGR 600-200, 1 March 1997
2. Memorandum, OKHRO-AGR, 17 May 1999, Subject: Active Guard Reserve (AGR) Enlisted Promotion System (EPS) is rescinded.
3. Effective immediately the procedures listed below will be used in filling enlisted AGR vacancies:
 - a. The AGR office will take action on properly executed Standard Forms 52B, (Request for Personnel Actions) initiated and approved by Directors, MACOM/Organizational/Activity Supervisors.
 - b. Directors, MACOM/Organizational/Activity supervisors may request reassignment of an onboard AGR soldier serving in their respective command, to a position of equal grade. Higher graded soldiers may be reassigned, provided he/she requests a reduction in rank, to be commensurate with the grade of the position to which being assigned.
 - c. If a reassignment is not possible, the supervisor will request fill of the position, utilizing Standard Form 52B. When a request for fill is received in HRO-AGR it will be staffed to determine if the position is authorized for AGR fill based on Tier Level and Priority. The AGR Manager will determine how the position will be filled, ie: On-Board Announcement or Open Announcement.
 - (1) Vacant positions E-6 and above (except Strength Maintenance positions) will be announced as On-Board only. Members interested in the position will be required to make application for the position as indicated on the vacancy announcement. The vacancy will normally be announced for a period of ten (10) days.
 - (2) When a Director, MACOM, or activity is below its authorized numbers based on the

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HRO Fiscal Year Voucher, and the vacancy is at the entry level (E-5) the position will be announced as an Open Announcement. These vacancies will normally be announced for a period of twenty (20) days.

4. These procedures do not have any affect on the Enlisted Promotion System. Active Guard Reserve soldiers must meet the criteria of Chapter 11, NGR 600-200 and instructions issued by the Director, Personnel and Administration for promotion to the next higher grade.
5. These procedures will be maintained on the HRO-AGR Web Page.
6. Point of contract in this office is CW4 Hines at DSN 940-3242 or Commercial (405) 228-5242.

FOR THE ADJUTANT GENERAL:

/S/

MYLES L. DEERING
COL, IN, OKARNG
Director, Human Resources

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